

Legal Services Division

Appellate Services Bureau

- To represent the State of Montana in cases before local, state and federal courts, including all criminal appeals and post-conviction cases in state and federal courts.

Civil Services Bureau

- To represent the State of Montana in cases involving constitutional challenges to state laws and other major litigation against the state.
- To provide legal assistance to local governments on bond issues.
- To review proposed mergers and combinations among health care providers according to statutory criteria.
- To handle legal matters involving state-tribal issues, including providing consistent and accurate advice to state agencies on questions of Indian law, defending state agencies when their actions are challenged in court because of jurisdictional conflict between state law and tribal law, and ensuring a uniform state policy on Indian legal issues.

Prosecution Services Bureau

- To provide training to county attorneys.
- To assist county and city attorneys, federal, state and local law enforcement with research and advice on the handling of criminal cases.
- To provide trial assistance to county attorneys in complex cases and in cases in which the county attorney has a conflict of interest, such as public official misconduct.
- To represent the interests of county attorneys before the legislature in criminal law-related matters.
- To investigate citizen complaints against county attorneys.
- To assist county attorneys in the prosecution of Medicaid and workers' compensation fraud cases.

Agency Legal Services Bureau:

- To provide high quality contracted legal and investigative services to state agencies at a reasonable cost.

Victim Services

- To verify and process claims from innocent victims of crime as quickly as possible.
- To communicate with victims, service providers, justice system personnel, offenders and others in a timely, professional manner.

- To promote the understanding of crime victim compensation through training for public service providers, law enforcement, victim advocates and the general public.

Office of Consumer Protection

Consumer Protection

- To enforce consumer protection laws and regulations relating to unfair and deceptive business practices.
- To assist Montana consumers in making sound decisions in business transactions and in response to mail, phone and e-mail solicitations by providing relevant information through brochures, press releases, public service announcements and the Department of Justice website.
- To make regular presentations about consumer and telemarketing fraud to Montana consumer groups, senior citizen organizations, law enforcement agencies and businesses.
- To notify Montana consumers as quickly as possible, via the website and press releases, about fraudulent business practices and scams operating in the state.

Gambling Control Division

- To ensure gambling is being conducted in a legal manner by authorized individuals.
- To investigate applicants and to issue gambling licenses and permits to qualified applicants in an efficient and effective manner.
- To efficiently collect and accurately account for gambling taxes and permits and distribute these revenues in a timely manner.
- To examine and approve prototypes of electronic gambling devices and their modifications for operation in the State of Montana.
- To provide investigative services to the Department of Revenue related to liquor licensees and the taxation and sale of tobacco.

Motor Vehicle Division

The Motor Vehicle Division (MVD), under provision of Title 61 and Title 21, MCA, and certain federal statutes is responsible for:

- examination and license of all drivers;
- verification of identification;
- creation and maintenance of permanent driver and motor vehicle records;
- titling and registration of all vehicles including boats, snowmobiles, and ATVs;
- inspection and verification of vehicle identification numbers;
- licensure and compliance control of motor vehicle dealers and manufactures; and
- motor voter registration.

Records and Driver Control Bureau

- The bureau's mission is to assure that only qualified drivers may legally operate a motor vehicle on Montana roads. The bureau seeks to accomplish this by:
 - qualifying only Montana residents who seek an ID card or driver's license;
 - maintaining records of all drivers including records of examination, license issuance or denial, violations, accidents, correspondence, changes of name or address, actions taken against the license or privilege to drive and medical or visual information
 - exchanging driver record information with other jurisdictions and with federal agencies to ensure that the division licenses only those people who are qualified to operate a motor vehicle in the State of Montana
 - administering revocations, suspensions, cancellations and reinstatements of driver's licenses and privileges or suspensions of vehicle registrations for violation of state laws
 - issuing warning letters for problem drivers

Field Operations Bureau

- The bureau's mission is to test driver's license applicants, issue and renew driver's licenses and identification cards, inspect vehicle identification numbers and provide investigative services for special driver's licensing problems. The bureau seeks to accomplish this by:
 - conducting driver's licensing tests and issuing new and renewal driver's licenses and identification cards
 - investigating and re-testing as necessary in cases where a driver's medical condition has changed
 - providing enhanced services to the public through the Cooperative Driver Training Program, which allows high school driver education instructors to test their students, and the Third Party Testing Program, which allows private businesses to written test their commercial drivers
 - registering voters through the motor voter system
 - registering organ donors
 - providing motor vehicle identification number (VIN) inspections
 - providing training to driver examiners on a continuing basis to cover changes in licensing procedures and laws

Title and Registration Bureau

- The bureau's mission is to issue vehicle titles and registrations to protect Montana vehicle owners and lien holders, investigate odometer fraud and vehicle theft, license and regulate motor vehicle dealers and manufacturers, and maintain vehicle-related records. The bureau seeks to accomplish this through:
 - issuing titles for new and used vehicles, to both individual owners and licensed motor vehicle dealers

- licensing and regulating motor vehicle, snowmobile, boat and off-highway vehicle dealers, including investigating complaints and conducting audits of records
- valuing all motor vehicles for taxation purposes and sending motor vehicle registration renewal notices to vehicle owners each year
- auditing external (counties) and internal financial transactions for compliance
- complying with laws governing odometer disclosure, inspecting vehicle identification numbers for rebuilt salvage vehicles and vehicles without valid identification numbers, and assigning vehicle identification numbers to vehicles that are missing them or to homemade vehicles
- filing motor vehicle liens and notices of lien filings
- providing county treasurers, motor vehicle dealers and financial institutions with materials and training for titling vehicles, filing liens and carrying out registration laws
- providing training to county treasurer employees, motor vehicle dealers and financial institutions on title and registration laws and issues
- providing training to local law enforcement agencies and assisting with in-depth investigations of motor vehicle fraud, odometer fraud, theft cases and consumer complaints
- issuing parking permits to people with disabilities
- maintaining records of all vehicles titled and registered in Montana

Highway Patrol Division

Mission: To safeguard the lives and property of the people using the highway traffic system of Montana through education, service and enforcement.

- **Improve Traffic Safety.** District and Detachment Commanders will define roadways in their geographic area of responsibility where they feel that the most impact can be made. Troopers will be encouraged to patrol these targeted roads to reduce fatal and injury crashes.
- **Recruit, Retain, and Develop Quality Employees.** The men and women of the MHP are our greatest resource. Maintaining the field forces in a high level of readiness is critical to achieving operational goals. Hiring of well qualified civilian staff is also critical, as is proper training opportunities and pay for those positions.
- **Improve Technologies to Increase Trooper Efficiency.** A 1979 Northwestern University study showed that Montana needed a minimum of 395 uniformed troopers to make Montana's roads as safe as possible. Resources are not available for manpower of that magnitude, so improved efficiency of the current and future field forces is necessary. This will be made possible through improved communication and IT technology.
- **Interdict Criminal Activity.** Drug trafficking in the United States continues to increase. The interdiction of controlled substances, illegal contraband, and other criminal activity that threatens the safety and livelihood of our citizens is a priority for members of the patrol.
- **Efficiently Acquire and Deploy Resources.** The command staff of the patrol, in concert with line personnel will continuously review the mission of the patrol and will work to seek necessary resources to help the patrol reach its goals.

Division of Criminal Investigation

Mission: To provide public safety services and expertise, in partnership with other local, state, and federal public safety agencies throughout Montana, ensuring the health, welfare and safety of our citizens.

Criminal Investigation

- To provide professional criminal and fire investigative assistance to Montana's public safety agencies through experience and expertise in:
 - violent crimes
 - narcotics crimes
 - fire, including arson
 - economic crimes, including public assistance fraud
 - government fraud and abuse
 - organized crime
 - computer crime
 - terrorism
- To conduct fire and life safety inspections of public-occupied buildings to identify fire code violations and work with building owners to ensure compliance. Facilities inspected include:
 - schools
 - day care centers
 - state facilities
 - public assembly/special event facilities
 - jails and prisons
 - group homes
 - businesses
- To provide professional, advanced training opportunities to statewide law enforcement and fire service agencies by:
 - conducting and/or facilitating training sessions in specialized areas of public safety
 - securing funding assistance to bring nationally recognized professional trainers to Montana in cases where training resources are not available within the state
- To facilitate the exchange of criminal justice information and fire incident data among public safety agencies through formal and informal communications, access to investigative databases, and the distribution of:
 - criminal intelligence bulletins
 - criminal activity situation reports
 - sex or violent offender registry information
 - narcotics threat assessments
 - Montana Fire Incident Reporting System data

Law Enforcement Academy

- To provide Montana law enforcement officers and other qualified individuals with a means of securing training in the field of law enforcement by:
 - conducting an appropriate number of mandated entry-level law enforcement, communications, and corrections/detention certification

- programs to meet the needs and schedules of local, regional and state agencies
 - o developing and offering self-supporting, revenue-generating professional programs that meet the advanced training and continuing education needs of senior officers and agency administrators
 - o hosting, instructing or supporting specialized courses for agencies whose employees must, under state law or established professional practice, receive academy training
 - o identifying and offering a limited number of new and innovative training programs that address anticipated social and professional changes
 - o training law enforcement officers and other individuals in principles and techniques that will reduce domestic violence and violence against women
 - o training law enforcement officers and other individuals in principles and techniques of substance abuse prevention education and violence reduction, especially programs serving youth
 - o providing continuing education for certified reserve officers
 - o maintaining professional relationships with agencies and associations setting standards for law enforcement and public safety performance in Montana and supporting these standards through training
- To operate residential, training, and library facilities that promote high quality, cost-effective criminal justice education and training in a healthy and professional environment, maintaining the campus of Mountain View School as a safe, functional, cost-effective training facility for use by the academy and other public safety agencies.
- To support and enhance the current number of regional training programs being offered in local communities, to promote a diversity of regional training opportunities sufficient to address new enforcement problems as they emerge, and to maximize quality assurance measures for regional programs.
- To employ a legal training officer who can coordinate and instruct specialized legal topics and programs, provide consistent update and review for the legal aspects of all academy training programs and provide assistance as needed to the department's criminal prosecutors.
- To develop, publish and maintain records and documented criminal justice curriculum information that describes and supports professional standards of conduct that can be distributed to attorneys and citizens to demonstrate the expectations of performance by police and public safety providers.

Central Services Division

- To establish and maintain department-wide fiscal responsibility on behalf of the citizens of Montana.
- To provide accounting functions to all divisions, bureaus and programs in accordance with generally accepted accounting principles and in compliance with state and federal laws and regulations.
- To establish internal controls and monitor controls in place to insure the overall protection of the State of Montana's assets placed in the department's trust.
- To oversee and coordinate the department-wide budget preparation and submission process, provide committee testimony and monitor the progress of legislative budget bills.

- To provide assistance to divisions in monitoring budgets for compliance with legislative intent and state and federal mandates.
- To process time sheet information culminating in the issuance of employee paychecks.
- To provide comprehensive value-based personnel management services to department employees, supervisors and administrators in support of the agency's mission.
- To provide the various services involved in recruitment and selection, discipline handling, delegated classification authority, personnel policy development, and the department's affirmative action plan in a caring and supportive manner, encompassing current best business practices and in compliance with federal and state laws, rules and regulations.

Justice Information Technology Services Division

Mission: Collaborate with our partners and clients in the justice community; work to find timely, innovative technology solutions to support their business processes; and provide quality, cost-effective information technology services and support.

- The department will utilize information technology to support the criminal justice community as well as the law enforcement community. The benefits are superior service and availability of the information technology services; utilizing the department's state-of-the-art data-center with high availability (HA) and disaster recovery (DR), integrated IJIS Broker; blade center technology; and cost effective and efficient environmental systems. Our leading edge technologies support our federal and local partners.
 - It is the goal of the DOJ to always put public safety first, in all we do. The CJIN network gives all law enforcement agencies (federal, state, and local) access to criminal justice information regardless of where it is stored. This information must be accurate, timely, available, and pertinent. An overriding factor is security. The data must be secured for a need to know basis only and therefore, the department must take deliberate actions to ensure the security of the CJIN system. Every four years the CJIN system is upgraded to ensure state-of-the art technology. The updated technology allows customers' access to the advantages available through this technology and ensures the state has done everything possible to provide the highest level of public safety. All customers (federal, state, and local) can access time-sensitive, critical information in real time, through a secure means, when it is needed, through whatever system the customer is using at the time.
 - The Montana Highway Patrol Integrated Public Safety System (Smart Cop) will automate, validate, disseminate, and store critical information for those who need it in a timely, secure, and accurate manner.
 - MIEX is an information sharing application used by law enforcement agencies at the federal, state, and local levels for the sharing of intelligence data. All law enforcement entities, not only in Montana, but throughout the nation including federal entities will be able to share information real time. These entities ensure public safety through use of technology which is secure, accurate, efficient and

effective. MIEX will allow each agency to transparently distribute and access data between systems.

- The Smart Cop system will have the ability to transmit citations directly from the patrol car to the court systems. This direct communication will cut down on the amount of paperwork the trooper must complete, and allows the trooper more time on the street. More time on the street translates directly to increased highway safety.
 - The Peace Officers Standard Testing program was moved under the DOJ in the 2007 Legislative Session. With that in mind, the department will create a state of the art system utilizing an enterprise approach to satisfying the needs of the Montana Law Enforcement Academy.
- The IJIS Broker is a DOJ initiative with partners such as courts, corrections, local and federal agencies, which facilitates the exchange of justice information between disparate systems. The benefits realized are numerous and include, but are not limited to, the following: The information exchanged between disparate systems will be more timely, accurate, secure, and relevant. These interconnected systems include motor vehicle information, criminal history information, criminal history information, crime victim information, and other federal, state, and local justice information.
 - Montana Law requires the DOJ to create an electronic means to notify victims of crime when the status of their perpetrators incarceration changes. All citizens in the state who are associated with crime victims' information will benefit from this project. The ease at which information can be obtained for victims will be greatly enhanced over the systems currently in place. All justice community agencies will benefit due to the enhanced ability to pass on information between systems, which currently cannot communicate. Today the justice community frequently reverts to a paper system as a result of system limitations, thus slowing down the process of sharing this critical information.
 - The Hope Card is a crime victim initiative designed to give law enforcement quick access to individuals in Montana that have orders of protection and restraining orders in place for them, against another individual.
 - This is an information sharing initiative started by the federal government for the purpose of sharing driver's license photos between law enforcement agencies.
 - The MERLIN project is the integration of all MVD data into a customer –centric platform which takes state of the art technology. Each citizen within the state will appear one time in the database, which means that address corrections, mailings, and other types of communications will simultaneously be updated for all uses of the systems.
 - The registration of vehicles generates a tremendous amount of revenue for the State of Montana. Moving this process onto a state of the art system will benefit all citizens and make tracking this information more accurate and available to those who are authorized.

- When completed the driver's portion of the MERLIN project will generate a tremendous amount of revenue for the State of Montana, and increase public safety. Moving this process to a state of the art system will benefit all citizens and make tracking this information more accurate and available to those who are authorized. The information in the system will be accurate, easy to change, and easy to access. This will lessen the amount of time spent at the MVD counters and allow the citizens to do more over the internet, taking advantage of technology.
- The current drivers' licensing system is antiquated and lacks the ability to keep up with the needs of the citizens. The current system's ability to be used for law enforcement activities is almost nonexistent. The information in the system will be accurate, easy to change, and easy to access. The ability to exchange information, in seconds, between authorized users will allow not only the citizens to see a more responsive government but also ease the amount of time citizens spend at each touch point in the licensing system.

Forensic Science Division

Mission: To provide scientific and technical support to Montana's law enforcement community.

- To provide for a timely, efficient and objective analysis of physical evidence in felony and misdemeanor criminal cases.
- To provide for an efficient and effective system of investigating deaths.
- To expand laboratory technology and improve the investigative and analytical capabilities of laboratory personnel.
- To provide a genetic database of sexual and violent offenders for identifying perpetrators in violent offenses where authorities currently do not have a suspect.
- To improve and expand the crime scene investigative capabilities available to state and local jurisdictions.
- To provide expert testimony in court regarding forensic matters in felony and misdemeanor criminal cases.
- To provide training to state and local criminal justice personnel in evidence collection and management, death investigations, breath testing and crime scene investigations.